

Harwich Golf Committee

October 27, 2015

Meeting called to order at 4:05 PM

Present: Clem Smith, Tom Johnson, Bob Kingsbury, Jeff Williams, John Crook, Martha Duffy and John Moretti - Guest: Roman Greer

Consent Agenda:

Motion to approve July and September minutes by Martha Duffy, Second by Tom Johnson. Vote 7-0

Old Business:

GHIN System - Roman Greer

After doing some market research on what other courses charge, Mr. Greer has decided that a \$40 fee for the GHIN will be charged on next year's application.

School Project:

Mr. Clark has asked Shawn to give a quote as to what it would take to continue to do the school field. Mr. Greer explains he is just getting numbers together for what it would cost to have the field taken care of. At this point it has been very minimal work done to it.

Mr. Crook asks if there has been adjustments made for wear and tear on the machines in this quote? Mr. Greer says yes Mr. Fernandez did calculate that into the quote.

Mr. Johnson asks if there will be an interagency agreement made? Mr. Smith says that Mr. Clark has discussed that but nothing has been set in stone on it yet. Mr. Crook feels it's great that we can help out at the moment but he doesn't want to lose sight of the 120 acres the Golf Course has to take care of. He also wonders who takes care of the other fields and why can't they take care of the school also? This is something that should have been built into their budget and planned on being taken care of. Mr. Wall adds that the general contractor from Springfield MA has a landscaping contract with a company from Chickapee and it turns out to be not cost effective to send a crew down for it.

Winter Work Plan:

- Fall projects are going to bid on Nov 4th and will be opened Nov 19th
- Clearing of dead trees around the course

- Stump grinding
- Equipment repair/service
- Golf accessories repair/service (painting ball washer, tree work etc.
- Sink hole repair

Mr. Smith asks that in reference to article 17 & 18 that allocates \$31,000 to the project, those RFP's are in progress. Mr. Greer answers yes they are. Mr. Smith's concern is a domino affect of work not completed before spring due to weather.

Mr. Crook has concerns that since this was approved at town meeting in May and we have had the money in the budget July 1st and as of almost Nov 1st the RFPs are not even out yet. He feels there may be a lag in getting this done in a timely manner. Mr. Greer states he feels this is on the proper time table Mr. Fernandez has set. Since RFP is only good for 30 days they could not be sent out too soon or parts of the course would have to be shut down. Mr. Crook feels that unless there is mild winter this work may not get completed until spring so it wouldn't be a big deal to shut down some holes to get major projects done. Mr. Smith asks Mr. Kingsbury if he feels we are late in getting this done and if so how late? Mr. Kingsbury says we are on the verge of being late. The tree work he thinks if we have a mild winter can easily be done this winter. The grading work is a different story and may not be done till spring. The water project we have been asked to hold off to try and combine it with another project being done in town.

Mr. Moretti feels there is a lack of communication and he would like to ask if that in the future an email to keep everyone updated. Mr. Greer thought this was the plan for the project and Mr. Crook says this has been discussed at past meeting but there does need to be better timing and communication in the future. Mr. Moretti reminds the committee that he provided a Gant chart for projects and he would like to see that being used so everyone knows what is going on time wise. Mr. Connolly reminds the committee that at the September 22nd meeting Mr. Fernandez told the committee the bids would go out November 1st.

2015-2016 Winter Work Plan Priorities:

Possible direction with input from the Superintendent of the Green -

Tree Removal

-Hole #3, 5 started in 2013 extending to 6 & 7

Hole #12

- Cart path configuration at Tee box
- Stump removal and landscaping adjacent

- Cart path reconfiguration near green

Hole #14

- left side tree removal
- Right corner near conservation area
- Stump work near green

Hole #18 (nearest green)

- Trees at dogleg @210 yards and at right corner

Dead tree removal

- #6,9, 15 & 16 as examples

Stump removal and maintenance road restoration

- Utilization of Town Highway stump grinder and motorized brush hog

Carry over projects 2014:

- Screening treatments of #8 tee box and #9 driving range
- Nursery

Goals & Accomplishments 2015-2016

1. Hiring of Mr. Roman Greer as Director of Golf along with overhaul of CVGC administration and structure
2. Golf course conditioning and tree removal through use of the Golf Improvement fund.
3. Increase in customer service levels - especially outside operations.
4. Staff training both on property and at Harwich Community center, streamlining and staff reorganization with cost savings
5. "Fact Based Decision Making", improved data collection, demographic information, and point of sale information with led to maximizing number of tee times and their allocation for members and guests
6. Utilization of entire current Chelsea system capabilities - tracking complete figures on rounds of golf played by all golfers
7. Tree Removal projects as part of a long term course improvement program, leveling and resetting of the driving range, Car park refurbishment (sink hole mitigation)

8. Food service operation within the guidelines of the Health Department
9. Implementation of new safety standards for tournaments and large group functions
10. Practice center upgrades along with participation and use of the center by our new golf instruction services (Bob Miller Group)
11. Greater participation by Junior golfers and events in concert with the PGA (2 Junior League teams), also our continued participation as a partner with the MGA (Qualifier)

Goals for 2016

1. Finalization of “Cart Barn Initiative” with 2017-18 target date
2. Warrant Articles for 2016 adoption
3. Winter Work plan for 2015-16
4. Continued analysis of membership options with focus on 3 distinct groups: Juniors, Young adults, and seniors
5. Entry level “Junior Golf Experience”
6. Completion of boundary surveys for holes 15-18
7. Final steps toward “Audubon” certification
8. Upgrade of Chelsea system - first time since its adoption 8 years ago (current system is so old that it cannot be programmed with new software)
9. Website complete reconstruction
10. “Golf Improvement Fund” allocations in concert with the USGA
11. Policy Manual Update
12. Continued Staff training and use of PGA interns as a component of new hires
13. Focus on public safety
14. Practice range upgrades and amenities with increased staff support
15. New Restaurant business model, flexible hours of operation, and a simplified approach to food offerings more in tune with “grab and go” limited pub menu
16. Pace of play initiatives in conjunction with PGA and USGA guidelines
17. Promotion of and integration of local advertising geared toward a continued membership increase, and taking the lead in creating a “Cape Cod Golf Trail” to enhance shoulder season visits by golfers to Cape Cod

New Business:

Food Service: By Jeff Williams

The lease runs through March 2016 and the committee and the Director have the option to recommend a 1 year extension to Mr. Philbrick by December 31st. if they wish to.

Mr. Williams, Mr. Greer and Mr. Smith met with Ian Philbrick recently to see what his thoughts on how the restaurant was going. There was a list of concerns and questions that was given to Mr. Philbrick before the meeting so he had the opportunity to look at them and so he could provide information on the subjects. He feels the meeting was positive and a constructive meeting. Mr. Philbrick has issues this summer with staffing, service and with some of the equipment so that didn't help. Mr. Williams, Mr. Greer and Mr. Smith had a discussion after the meeting and they felt that with a new Director and the thought of new concepts and new approaches that is bring looked for that a new RFP should be sent out. He states that Mr. Philbrick has the opportunity to put in on the new RFP if he would like.

Mr. Williams makes a motion not to offer an extension to Country Club Elite/Mr. Philbrick and that an RFP be put out for a new proprietor for the upcoming year. Mr. Johnson seconds the motion. Vote 7-0

Mr. Williams suggests that a small working group be put together to establish a new RFP. Mr. Johnson suggest that information be gathered by the members to see what it is that they want for the restaurant. Mr. Philbrick states he would have no problem sharing what he would have liked to have done at the restaurant that he just wasn't able to do with the next person. He most likely wouldn't put in for it but would love to help out where he can.

Warrant Articles 2016 -(no discussion in the absense of Mr. Fernandez)

Cart Barn Update: Bob Kingsbury

There is no new data to be given at this point.

Priorities 2015-2016: John Crook

Goes over hand out and suggest more discussion on items at the November meeting.

Public Comment:

Women and the men's group need to get together and really support the restaurant. So many people just leave and don't go in to support it. Martha Duffy feels if there was a product there would be support and there doesn't seem to be the product there at this time.

Jack Connolly feels there needs to be a selection date targeted so the new person coming in has time get things in order and a liquor license set up in time this time around.

Meeting adjourned at 5:50 PM Motion by Bob Kingsbury, second by Martha Duffy. Vote 7-0

Respectfully submitted,

Jenn Heath, Sec., HGC